

SECRET

FO6 3226

28 September 1956

TO:

SUBJECT: Questions for the Office of Training Speaker

In the statement of the Mission of the Office of Training it provides as follows:

The Director of Training is responsible for the coordination, technical supervision, review and support of all Agency training activities foreign and domestic.

Question #1 - What, when, and how much supervision and review does the Office of Training give to time-consuming, so-called "on the job training courses"? i.e. The Comptroller has prescribed a four-week course conducted by the Finance Division for all employees who are assigned responsibility for Finances in Class B overseas stations. Based on statements of employees who have taken this course, there would appear to be a great need for better organization of the material as well as the need for qualified instructors.

Question #2 - What Agency component determines the requirements for the number of JOTs to be recruited in a given year?

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ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM: C/WH/Admin

TELEPHONE NO. *FO 6-3226*

DATE 28 September 1956

TO	ROOM NO.	DATE		OFFICER'S INITIALS	TELEPHONE	COMMENTS
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